

## BOAT DEALER/BOAT MANUFACTURER NEW/ RENEWAL INSTRUCTIONS

**Note: ALL DEMO PLATES EXPIRE ANNUALLY ON APRIL 30<sup>TH</sup>**  
Fee \$25.00 for each demo plate requested.

To renew your boat dealer or boat manufacturer demonstrator numbers, the following information must be submitted to the DEM Office of Boat Registration & Licensing, 235 Promenade Street, Providence, RI 02908:

- **RENEWAL FORM**- Make any corrections on form, sign and submit a check or money order payable to RI DEM.
- **COMPLETE THE ENCLOSED DEALER/MANUFACTURER APPLICATION.** The application must be signed and notarized. Boat dealers must have at least (5) five boats in current inventory and they must all be listed on application.

### **To transfer boats to perspective buyers:**

- **USED BOATS SOLD** - Boat dealers /manufactures are required to provide all proper documents to buyer(s) including titles on used boats if required. All titles should be signed over and notarized in proper spots on back of title. If an error should occur or buyer should back out of the sale, the title is automatically voided and a duplicate title must be applied for prior to any future sale. In addition, a bill of sale on dealer's letterhead is required.
- **OUT OF STATE TRANSACTIONS** - for used boats you should follow same procedures. It is the dealer/manufacture's responsibility to insure that all out of state boats sold in Rhode Island conform to all title requirements including the determination as to whether or not a state issues titles, *(the DEM Office of Boat Registration and Licensing can assist with this determination)*. The out of state title will be properly endorsed to the new owner.

If the vessel being sold is from a non- titled state and the vessel is currently registered in that state, a copy of the out of state registration shall be submitted for review.

- **NEW BOATS SOLD** - all bills of sale shall be on **DEALER** letterhead and the **MSO** (Manufacture's Statement of Origin) shall be filled out completely and notarized in space of first assignment (regardless of whether manufacturer or private party). All of the information on both front and back shall be completed before submitting the **MSO** to the buyer.

**PLEASE NOTE:** MSO must be filled out completely and notarized or paper work will not be processed. All fields on first assignment including (amt. of lien, date, to whom and address).

- **Brokerage Sales** - Each party must sign and have bill of sale notarized and complete form 1 on reverse side of title. If coming from a non-titled state then must collect most recent registration from that state and a notarized bill of sale if purchased from a private party or dealers bill of sale on there letterhead.

- **Acquisition Reporting**

If a dealer buys or acquires a used numbered vessel for resale, he or she shall report the acquisition to the department on forms the department provides, or he or she may apply for and obtain a certificate of title as provided in this chapter. If a dealer buys or acquires a used unnumbered vessel, he or she shall apply for a certificate of title in his or her name within fifteen (15) days. If a dealer buys or acquires a new vessel for resale, he or she may apply for a certificate of title in his or her name, but is not required to do so.

**All businesses should be Rhode Island operational based....**

**If you have any questions please call our office at (401)222-6647 for assistance**

**STATE OF RHODE ISLAND  
DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
OFFICE OF BOAT REGISTRATION & LICENSING**

**DEALER'S REPORT OF USED VESSEL ACQUISITION**

THE FOLLOWING DESCRIBED VESSEL WAS (PURCHASED) AND/OR RECEIVED IN (TRADE) BY THIS CORPORATION AND/OR BUSINESS:

NAME OF BUSINESS: \_\_\_\_\_ DATE OF AQUITION: \_\_\_\_/\_\_\_\_/\_\_\_\_

ADDRESS OF BUSINESS: \_\_\_\_\_

TRADE/SOLD BY: \_\_\_\_\_ TEL.# \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/TOWN \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

**THE FOLLOWING DESCRIBED VESSEL:**

BOAT REGISTRATION # \_\_\_\_\_ STATE: \_\_\_\_\_ MAKE: \_\_\_\_\_

HULL ID# \_\_\_\_\_ LENGTH \_\_\_\_\_

YEAR OF VESSEL \_\_\_\_\_ TITLED: YES \_\_\_\_\_ NO \_\_\_\_\_ STATE: \_\_\_\_\_

NAME OF ORIGINAL TITLE HOLDER \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE# \_\_\_\_\_

MOTOR MAKE (S) \_\_\_\_\_ SERIAL #(S) \_\_\_\_\_

**IF VESSEL IS DOCUMENTED PLEASE FILL OUT FOLLOWING:**

DOCUMENTATION NUMBER: \_\_\_\_\_ NAME OF VESSEL \_\_\_\_\_

HAILING PORT: \_\_\_\_\_ VESSEL PURCHASED BY OR TRADED TO \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/TOWN \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DATE OF TRANSACTION: \_\_\_\_\_



RHODE ISLAND

DEPARTMENT OF ENVIRONMENTAL MANAGEMENT

235 Promenade Street, Providence, RI 02908-5767

TDD 401-222-4462

APPLICATION FOR R.I. BOAT DEALER/MANUFACTURER DEMONSTRATION NUMBERS & REGISTRATION  
(MAY 1, TO APRIL 30, )

FEE: \$25.00 PER SET OF NUMBERS

**NOTE: NUMBERS USED FOR DEMONSTRATIONAL PURPOSES ONLY**

1. Type of Application Initial ( ) Renewal ( ) Previous RI Deal # if an \_\_\_\_\_
2. Type of Dealership: Sole Proprietor ( ) Partnership ( ) Firm ( ) Corporation ( )
3. Dealer/Business/Trade Name: \_\_\_\_\_  
Business Address : \_\_\_\_\_  
Rhode Island Sales Tax I.D. # \_\_\_\_\_
4. Name, address, and telephone number of owner: \_\_\_\_\_
5. List Names and address of officers of partnership, firm or corporation: \_\_\_\_\_
6. Is your dealership engaged primarily in sale of new ( ), or used ( ) boats? Are boats received on consignment ( )
7. If primarily a new boat dealer, list new boat manufacturers by sales and trade name(s): \_\_\_\_\_
8. Total number of boats in current inventory: \_\_\_\_\_
9. List specific Rhode Island bodies of water and exact locations where boats will be tested and demonstrated: \_\_\_\_\_
10. List the following information on at least five (5) of the boats in current inventory:

Manufacturer	Year	Length	Hull ID #	Reg.#
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10. List names, addresses and boat hull numbers (HIN) of a minimum of five(5) boats sold within the past twelve(12)months.

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### CERTIFICATION

I (WE) HEREBY CERTIFY THAT THE ABOVE INFORMATION AND STATEMENTS ARE TRUE AND CORRECTIONS TO THE BEST OF MY (OUR) KNOWLEDGE.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature Of Owner or Officer of Dealership/Corp.

State Of Rhode Island

County of \_\_\_\_\_

Sworn And Subscribed Before Me This \_\_\_\_\_ Day Of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Commission Expires (Seal)

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### FOR REGISTRATION OFFICE USE ONLY

Boat Dealer Numbers Issues: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount Received: \$ \_\_\_\_\_ Dealers Check # \_\_\_\_\_

Date: \_\_\_\_\_ Inspected/Approved by : \_\_\_\_\_

Sent to Enforcement for Verification: \_\_\_\_\_ Returned: \_\_\_\_\_

Enforcement Reference Number: \_\_\_\_\_

RHODE ISLAND DEPARTMENT OF ENVIRONMENTAL MANAGEMENT  
Office of Boat Registration (ROOM 360)  
235 Promenade St., Providence RI 02908  
www.state.ri.us/dem

## BOAT REGISTRATION APPLICATION

PRINT MISSING INFORMATION AND CORRECTIONS

APPL. NO.	DOCUMENTED <input type="checkbox"/>	(CHECK ONE ONLY) R.I. NUMBERED <input checked="" type="checkbox"/> <b>BOAT DEALER</b>
LAST NAME FIRST INITIAL		
STREET ADDRESS		
CITY OR TOWN STATE ZIP CODE		
DATE OF BIRTH	PRINCIPAL MOORING AREA/HAILING PORT (BE SPECIFIC)	
MAKE OF BOAT	COLOR	LENGTH YEAR HULL IDENTIFICATION NO.
NOTARY PUBLIC (NEW OR TRANSFER ONLY)		DATE VALID UNTIL

REGISTRATION FEE IS FOR 2 YEARS  
ALLOW MIN. 4 WEEKS PROCESSING BY MAIL

TRAN ID OFFICE USE ONLY	APPLICATION FEE SEE BACK	DECAL NO. OFFICE USE ONLY	BOAT NUMBER
INBOARD/O MOTOR MANUFACTURER # 1		HORSEPOWER	MOTOR # 1 SERIAL NUMBER
INBOARD/O MOTOR MANUFACTURER # 2		HORSEPOWER	MOTOR # 2 SERIAL NUMBER
TYPE <input type="checkbox"/> 1 OPEN <input type="checkbox"/> 2 CABIN <input type="checkbox"/> 3 HOUSE <input type="checkbox"/> 4 CANOE <input type="checkbox"/> 5 ROWBOAT <input type="checkbox"/> 6 OTHER	HULL <input type="checkbox"/> 1 FIBERGLASS <input type="checkbox"/> 2 WOOD <input type="checkbox"/> 3 METAL <input type="checkbox"/> 4 INFLATABLE <input type="checkbox"/> 5 OTHER	USE <input type="checkbox"/> 1 PLEASURE <input type="checkbox"/> 2 DEALER <input type="checkbox"/> 3 MANUFACTURER <input type="checkbox"/> 4 GOVERNMENT <input type="checkbox"/> 5 OTHER	PROPULSION <input type="checkbox"/> 1 INBOARD <input type="checkbox"/> 2 OUTBOARD <input type="checkbox"/> 3 INBOARD OUTBOARD <input type="checkbox"/> 4 BAIL ONLY <input type="checkbox"/> 5 SAIL/ROWING <input type="checkbox"/> 6 SAIL/OUTBOARD
VESSEL NAME (DOCUMENTED ONLY)		PORT OF DOCUMENTATION (DOCUMENTED ONLY)	
PREVIOUS OWNER IF NEW OR TRANSFER			PREVIOUS BOAT #
ADDRESS OF PREVIOUS OWNER			DATE ACQUIRED
I, the undersigned, hereby make application to register the above described vessel, and as part of my application, declare I am the owner.			TIN
OWNER'S SIGNATURE			OFFICE USE ONLY